

LANDFILL RECORD KEEPING REQUIREMENTS

Title 27, §20510

- a) Weight & Volume Records
- b) Records of excavations which may affect the safe and proper operation of the site or cause damage to adjoining properties.
- c) Log of Special Occurrences
- d) Record of Personnel Training as required by 20610.
- e) Copy of written notification to the EA, local health agency, and local fire authority of names, addresses and telephone numbers of the operator or responsible party.

Title 27, §20510

- f) “Disposal site records, including MSWLF unit records, shall be available for inspection by the EA, the local health agency and the CIWMB during normal business hours and retained near the site in an operating record or in an alternative location approved by the EA.
- g) Each site shall maintain records for the Disposal Reporting System as required by Title 14 California Code of Regulations §18800 et seq.”

Title 27, §20610 Training

“Personnel assigned to operate the site shall be adequately trained in subjects pertinent to the site operation and maintenance...”

Title 27, §20610

Training (cont.)

- hazardous materials recognition and screening
- heavy equipment operations
- safety
- health
- environmental controls
- emergency procedures

Disposal Reporting System Records

Title 14, §18810.9

Two reports required

- Quarterly Disposal Report
- Annual Methods Report

Operator shall keep copies of the information and all supporting documents for three years

Quarterly Disposal Report

The Quarterly Disposal Report has four parts:

- Summary information
- Tons by Each Jurisdiction of Origin
- Summary Data
- Summary Methodology

Quarterly Disposal Report

Summary information

- Landfill name and SWIS number
- Reporting quarter and year

Quarterly Disposal Report

Tons by Each Jurisdiction of Origin

- Tons of solid waste and other material (excluding soil)
- Tons of waste reused on-site
 - As alternative daily cover by material type
 - As alternative intermediate cover by material type
 - Other beneficial reuse , by material type
- Tons of solid waste disposed

Quarterly Disposal Report

Summary Data

- Total tons of soil used onsite
- Total tons of solid waste accepted
- Total tons of solid waste reused
 - As alternative daily cover by material type
 - As alternative intermediate cover by material type
 - Other beneficial reuse, by material type
- Total tons of solid waste sent off-site for reuse, recycling or composting
- Total tons reported to the Board of Equalization
- Estimated in-place density and the estimated waste to cover ratio OR the air space utilization factor

Quarterly Disposal Report

Summary Methodology

- Summary of method to determine the jurisdiction's origin

Annual Methods Report

- Facility Contact Information
- Weighing Information
- Origin Survey Information
- Computer Systems/Tracking Methods
- Other Facility Information

T27, §20515 UNIT RECORDS

- 1) Airport location restrictions
- 2) Records of random inspections, records of training to identify regulated hazardous and PCB waste, and notification procedures of DTSC if a regulated hazardous waste or PCB's are encountered.
- 3) Gas monitoring results and any remediation plans.
- 4) Closure/Postclosure Maintenance Plans
- 5) Cost estimates, financial assurance documentation.
- 6) Compliance with small landfill exemption.

TITLE 27, §20517
Documentation of Enforcement
Agency Approvals, Determinations
and Requirements

- EA written authorizations to the operator shall be placed in the operating record.

TITLE 27, §20690(a)(5)

Alternative Daily Cover

- The owner or operator shall maintain a record of waste derived alternative daily cover in accordance with Title 14, §18800 et. seq.

Group Exercise